## STATE OF CALIFORNIA



## **MEMO**

To: FISCAL COMMITTEE Date: July 20, 2018

**VICTORIA RUSNAK, CHAIR** 

ANTHONY A. BATARSE, JR., MEMBER

From: TIMOTHY CORCORAN

DAWN KINDEL SUZANNE LUKE

Subject: DISCUSSION AND CONSIDERATION OF THE BOARD'S PROPOSED

**BUDGET FOR FISCAL YEAR 2018-2019** 

The Department of Motor Vehicles' Budget Office has provided the Board with its expenditure allocations for the upcoming fiscal year. Payroll allowances were adjusted to reflect the current staff positions the Board holds. Operating expense and equipment allowances remain the same, with the pro rata allowance now being charged directly at the fund level per the Department of Finance.

The Board's proposed budget for FY 18-19 is attached along with a five year comparison chart.

The staff recommends that the proposed budget be adopted as it is reasonable and within the Board's financial capability.

This matter is set for full consideration by the Board at the August 13, 2018, General Meeting.

Should you have any questions, or wish further information, please feel free to call me at (916) 324-6197.

## Attachment

cc: Ramon Alvarez C., President

## FIVE YEAR COMPARISON OF OPERATING EXPENSE AND EQUIPMENT AND PROPOSED BUDGET

3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	4,000 10,000 300 200 2,000 3,500 9,000 15,000 2,500 3,038 165,000 0 550	12-13 3,745 7,361 35 0 4,719 4,179 2,086 2,333 2,454 12,742 0 1,087 162,092 0 0 10,066	13-14 3,670 7,795 4 0 88 5,801 425 2,154 1,293 16,206 284 2,588 152,795 0 363 9,022	14-15 3,290 7,571 241 0 88 2,798 0 1,881 1,426 16,221 0 1,559 151,932 0	15-16 3,290 5,659 344 0 10 4,361 0 1,666 3,763 8,882 2,788 1,933 153,824 0	16-17 3,226 8,037 0 0 141 4,451 375 735 2,828 9,097 1,318 1,188 153,996	5-year average 3,444 7,285 125 0 1,009 4,318 577 1,754 2,353 12,630 878 1,671 154,928 0	projected expenses 4,000 10,000 300 200 200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000 0	year to date 3rd quarter 3,447 12,009 623 0 179 4,570 667 107 2,987 13,613 4,072 3,265 116,881 1,320	proposed budget 4,000 10,000 300 200 200 3,500 9,000 15,000 3,034 165,000
2230 - Library purchases 2260 - Minor equipment 2270 - Office equipment - rent, maintenance, renair 2270 - Office equipment - rent, maintenance, renair 2380 - Miscellaneous general expense 2391 - Miscellaneous office supplies 2395 - Meeting expense 2410 - Printing 2610 - Rostage 2910 - Travel In-State 3110 - Travel In-State 3120 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - software 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	10,000 300 200 2,000 3,500 9,000 15,000 2,500 3,038 165,000 0 550	7,361 35 0 4,719 4,179 2,086 2,333 2,454 12,742 0 1,087 162,092	7,795 4 0 88 5,801 425 2,154 1,293 16,206 284 2,588 152,795 0 363	7,571 241 0 88 2,798 0 1,881 1,426 16,221 0 1,559 151,932 0 0	5,659 344 0 10 4,361 0 1,666 3,763 8,882 2,788 1,933 153,824 0	8,037 0 141 4,451 375 735 2,828 9,097 1,318 1,188 153,996	7,285 125 0 1,009 4,318 577 1,754 2,353 12,630 878 1,671 154,928	10,000 300 200 200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000	12,009 623 0 179 4,570 667 107 2,987 13,613 4,072 3,265 116,881	10,000 300 200 7,300 2,000 3,500 9,000 15,000 2,500 3,034
2260 - Minor equipment 2270 - Office equipment - rent, maintenance, renair 2380 - Miscellaneous general expense 2380 - Miscellaneous office supplies 2395 - Meeting expense 2410 - Printing 2610 - Postage 2910 - Travel In-State 3110 - Travel In-State 3120 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - software 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	300 200 200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000 0 550	35 0 4,719 4,179 2,086 2,333 2,454 12,742 0 1,087 162,092 0	4 0 88 5,801 425 2,154 1,293 16,206 284 2,588 152,795 0	241 0 88 2,798 0 1,881 1,426 16,221 0 1,559 151,932 0	344 0 10 4,361 0 1,666 3,763 8,882 2,788 1,933 153,824 0	0 0 141 4,451 375 735 2,828 9,097 1,318 1,188 153,996	125 0 1,009 4,318 577 1,754 2,353 12,630 878 1,671 154,928	300 200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000	623 0 179 4,570 667 107 2,987 13,613 4,072 3,265 116,881	300 200 7,300 2,000 3,500 9,000 15,000 2,500 3,034
2270 - Office equipment - rent, maintenance, repair 2380 - Miscellaneous general expense 2391 - Miscellaneous office supplies 2395 - Meeting expense 2410 - Printing 2610 - Postage 2910 - Travel In-State 3110 - Travel In-State 3120 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	200 200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000 0 550 10,000	0 4,719 4,179 2,086 2,333 2,454 12,742 0 1,087 162,092 0	0 88 5,801 425 2,154 1,293 16,206 284 2,588 152,795 0	0 88 2,798 0 1,881 1,426 16,221 0 1,559 151,932 0	0 10 4,361 0 1,666 3,763 8,882 2,788 1,933 153,824 0	0 141 4,451 375 735 2,828 9,097 1,318 1,188 153,996	0 1,009 4,318 577 1,754 2,353 12,630 878 1,671 154,928	200 200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000	0 179 4,570 667 107 2,987 13,613 4,072 3,265 116,881	200 7,300 2,000 3,500 9,000 15,000 2,500 3,030
repair 2380 - Miscellaneous general expense 2391 - Miscellaneous office supplies 2395 - Meeting expense 2410 - Printing 2610 - Postage 2910 - Travel In-State 3110 - Travel Out-of-State 3320 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - software 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000 0 550 10,000	4,719 4,179 2,086 2,333 2,454 12,742 0 1,087 162,092 0	88 5,801 425 2,154 1,293 16,206 284 2,588 152,795 0	88 2,798 0 1,881 1,426 16,221 0 1,559 151,932 0	10 4,361 0 1,666 3,763 8,882 2,788 1,933 153,824 0	141 4,451 375 735 2,828 9,097 1,318 1,188 153,996	1,009 4,318 577 1,754 2,353 12,630 878 1,671 154,928	200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000	179 4,570 667 107 2,987 13,613 4,072 3,265 116,881	200 7,300 2,000 3,500 9,000 15,000 2,500 3,030
2380 - Miscellaneous general expense 2391 - Miscellaneous office supplies 2395 - Meeting expense 2410 - Printing 2610 - Postage 2910 - Travel In-State 3110 - Travel In-State 3120 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000 0 550 10,000	4,719 4,179 2,086 2,333 2,454 12,742 0 1,087 162,092 0	88 5,801 425 2,154 1,293 16,206 284 2,588 152,795 0	88 2,798 0 1,881 1,426 16,221 0 1,559 151,932 0	10 4,361 0 1,666 3,763 8,882 2,788 1,933 153,824 0	141 4,451 375 735 2,828 9,097 1,318 1,188 153,996	1,009 4,318 577 1,754 2,353 12,630 878 1,671 154,928	200 7,300 2,000 3,500 9,000 15,000 2,500 3,038 165,000	179 4,570 667 107 2,987 13,613 4,072 3,265 116,881	200 7,300 2,000 3,500 9,000 15,000 2,500 3,030
2395 - Meeting expense 2410 - Printing 2610 - Postage 2910 - Travel In-State 3110 - Travel In-State 31320 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G.) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	2,000 3,500 9,000 15,000 2,500 3,038 165,000 0 550 10,000	4,179 2,086 2,333 2,454 12,742 0 1,087 162,092 0	425 2,154 1,293 16,206 284 2,588 152,795 0	0 1,881 1,426 16,221 0 1,559 151,932 0	0 1,666 3,763 8,882 2,788 1,933 153,824 0	375 735 2,828 9,097 1,318 1,188 153,996	577 1,754 2,353 12,630 878 1,671 154,928	2,000 3,500 9,000 15,000 2,500 3,038 165,000	667 107 2,987 13,613 4,072 3,265 116,881	2,000 3,500 9,000 15,000 2,500 3,030
2410 - Printing 2610 - Postage 2910 - Travel In-State 3110 - Travel In-State 3130 - Training 3430 - Rent - non-state owned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G.) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - software 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	3,500 9,000 15,000 2,500 3,038 165,000 0 550 10,000	2,333 2,454 12,742 0 1,087 162,092 0	2,154 1,293 16,206 284 2,588 152,795 0	1,881 1,426 16,221 0 1,559 151,932 0	1,666 3,763 8,882 2,788 1,933 153,824	735 2,828 9,097 1,318 1,188 153,996	1,754 2,353 12,630 878 1,671 154,928	3,500 9,000 15,000 2,500 3,038 165,000	107 2,987 13,613 4,072 3,265 116,881	3,500 9,000 15,000 2,500 3,030
2610 - Postage 2910 - Travel In-State 3110 - Travel In-State 3110 - Travel Out-of-State 3320 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	9,000 15,000 2,500 3,038 165,000 0 550 10,000	2,454 12,742 0 1,087 162,092 0	1,293 16,206 284 2,588 152,795 0	1,426 16,221 0 1,559 151,932 0	3,763 8,882 2,788 1,933 153,824	2,828 9,097 1,318 1,188 153,996	2,353 12,630 878 1,671 154,928	9,000 15,000 2,500 3,038 165,000	2,987 13,613 4,072 3,265 116,881	9,000 15,000 2,500 3,030 165,000
2910 - Travel In-State 3110 - Travel Out-of-State 3320 - Training 3430 - Rent - non-state owned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - software 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	15,000 2,500 3,038 165,000 0 550 10,000	12,742 0 1,087 162,092 0	16,206 284 2,588 152,795 0 363	16,221 0 1,559 151,932 0	8,882 2,788 1,933 153,824	9,097 1,318 1,188 153,996	12,630 878 1,671 154,928	15,000 2,500 3,038 165,000	13,613 4,072 3,265 116,881	15,000 2,500 3,030 165,000
3110 - Travel Out-of-State 3320 - Training 3430 - Rent - non-state owned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - software 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	2,500 3,038 165,000 0 550 10,000	0 1,087 162,092 0	284 2,588 152,795 0 363	0 1,559 151,932 0	2,788 1,933 153,824 0	1,318 1,188 153,996	878 1,671 154,928	2,500 3,038 165,000	4,072 3,265 116,881	2,500 3,038 165,000
3320 - Training 3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	3,038 165,000 0 550 10,000	1,087 162,092 0	2,588 152,795 0 363	1,559 151,932 0	1,933 153,824 0	1,188 153,996 0	1,671 154,928	3,038 165,000	3,265 116,881	3,038
3430 - Rent - non-state ow ned building 3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	165,000 0 550 10,000	162,092 0	152,795 0 363	151,932 0	153,824 0	153,996 0	154,928	165,000	116,881	165,000
3445 - Janitorial Services 3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	0 550 10,000	0	0 363	0	0	0				
3450 - Security services 3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	550 10,000	0	363	0			0	0	1 220	
3470 - Facilities Planning - DGS 3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	10,000	-			0				1,320	
3820 - Professional services - internal (A.G) 3940 - Internal Legal - miscellaneous 4020 - Professional services - external (Crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency		10,066	9.022			0	73	550	0	550
3940 - Internal Legal - miscellaneous 4020 - Professional services - external (crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	40.000		5,022	10,122	3,152	3,321	7,137	10,000	2,521	10,000
4020 - Professional services - external (crt. Rpt.) 4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	12,000	23,185	15,471	15,398	50,411	23,964	25,686	12,000	17,992	12,000
4324 - Data processing - softw are 4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	0	0	0	0	0	0	0	0	0	(
4350 - Data processing - Minor equip. 4360 - Commercial contracts - interagency	18,000	10,887	10,941	35,843	5,210	5,694	13,715	18,000	1,460	18,000
4360 - Commercial contracts - interagency	0	0	0	0	286	0	57	0	1,080	(
lana ana ana ana ana ana ana ana ana ana	0	0	0	0	0	2,264	453	0	4,939	(
4200 The rate atetay/ide pyropacy/TRAN	0	0	0	0	0	0	0	0	0	(
4380 - Pro rata statewide expense (TBA)	0	136,210	145,610	186,517	80,864	Ó	109,840	***0	Ó	
4520 - Equipment replacement	600	0	0	0	8,981	0	1,796	600	0	600
TOTAL O E & E	263,188	383,181	374,510	434,887	335,424	220,635	349,727	263,188	191,732	263,188
TOTAL PAYROLL EXPENSE 1,	,362,812	1,013,530	1,016,752	1,040,660	998,900	1,099,813	1,033,931	1,362,812	827,330	1,362,812
GRAND TOTAL 1,	,626,000	1,396,711	1,391,262	1,475,547	1,334,324	1,320,448	1,383,658	1,626,000	1,019,062	1,626,000
							0			
TBA - Pro Rata statewide expense	101,864							101,864	101,864	101,864
DMV Administrative charges	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000
TOTAL WITH ADMINISTRATIVE CHARGES 1,	,805,864	1,474,711	1,469,262	1,553,547	1,412,324	1,398,448	1,461,658	1,805,864	1,198,926	1,805,864